

15 September 1988

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM: [REDACTED]
Director of Training and Education

SUBJECT: Weekly Report

1. The Office of Training and Education's (OTE) 97th running of the Career Training Program began on 9 September. This class is 58 strong, includes 37 men and 21 women, and draws three students from last year's Camp Kubark. Of the 58, 19 are internal candidates. The distribution of
25X1 directorates is: (a) DO-22; (b) DA-17; (c) DS&T-10; and DI-9. [REDACTED]
25X1 [REDACTED]

25X1 [REDACTED] Secretarial Training Branch is now targeting
25X1 January 1989 as the start-up date for the program. [REDACTED]

4. OTE's Language Training Division has completed the first phase of a major French language curriculum review. This means that course materials and classroom instruction methods have been critically evaluated by OTE staff and outsiders with a view to program revisions that will enhance the quality of French instruction and make it more occupationally specific. Student comments were an important element in the review. OTE's distinguished evaluators from outside the Agency were June Philips (Tennessee Foreign Institute) and John Rossias (Dartmouth College). OTE is exploring the possibility of
25X1 [REDACTED] who is well-known internationally, joining OTE as a
25X1 linguist-in-residence. [REDACTED]

5. One of OTE's language teachers just completed a six-week sabbatical
25X1 in which she taught advanced French [REDACTED]

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